

Recreation Center Committee Minutes – February 20, 2014

The monthly meeting of the Recreation Center Committee was called to order by Daniel Nerenhausen on Thursday, February 20th at 6:34 pm at the Recreation Center.

Board members present: Daniel Nerenhausen, Kelly Jorgenson, Holly Ullman-Herlache, Carolyn Bernstein, Bill Nauta and Carolyn Foss.

Absent: Jenny Stults

Also present: Katie McGrane, John Buxton and Liz Holmes.

A motion was made by Kelly seconded by Carolyn B. to approve the agenda. Motion carried.

A motion was made by Holly to approve the minutes of the January 13 meeting with one change: Under Manager's Report, amend the first sentence to, "The Rec is going to look into volunteers for desk help when Zuzka is on maternity leave." Motion was seconded by Kelly. Motion carried.

Treasurer's Report:

John Buxton attended the meeting in order to circulate 2013 year-end financial information. He noted that in 2013, the W. I. Foundation reimbursed the Town for \$180,390.62 of the total Rec expenses of \$283,320.63. On a Comparative Budget Statement for 2013, it was shown that we had favorable budget numbers for our memberships and dues, for other revenues and for expenses, resulting in an overall favorable budget for 2013. John also circulated the actual and budgeted number of memberships and dues, the electric usage and cost for the past six years and fuel usage and cost for the past four years. John agreed to report quarterly on similar financial information as he is preparing a five year budget plan for the W.I. Foundation. At the end of this report, John excused himself from the remainder of the meeting.

Manager's Report:

Katie is looking at comparing suppliers of paper products and cleaning supplies to reduce costs.

A letter was sent to parents and teens regarding Teen Nights. Upcoming events and guidelines were included. A Valentine's Day event was attended by 15 teens. Katie is looking into a potential transportation option, perhaps one week out of the month, to give younger teens a ride home after Teen Night.

There was discussion on ordering smaller sized Rec Run t-shirts for children who participate as well as ordering prizes for the Rec Run. Katie will also look into prices on food items for a Brat Fry to be held the day of the Rec Run.

Old Business:

Dates for closing parts of the Rec in order to replace the carpet in the locker rooms with tile are set for March 17 – 31st. Donations have been received and continue to be made towards this project. The lobby, weight room and Mosling Room will remain open during this time. The entire building will be

closed for a few days in early April (exact dates to be determined) for a full-building cleaning done by staff and volunteers.

At the same time the tile is being installed, additional grab bars will be placed in both locker rooms. Katie reported that the parts for the showers amount to \$75.00 each. Two of the four showers in the men's locker room and one in the ladies locker room needs to be fixed. As an informational item, she reported that the cost of replacing the entire shower unit with new handle or push button fixtures would range from \$600 – 830.

New Business:

A sign has been placed outside the weight room and staff will personally remind patrons to change shoes before using the equipment as salt was discovered on one of the treadmills.

Carolyn B. inquired if there had been a recent survey on Rec Center hours.

Carolyn F. gave information from the W.I. Foundation on the status of the endowment and the Foundation's plans going forward. The Rec is asked to look at ways to increase revenues and decrease expenses as possible.

Carolyn F. suggested the Rec connect with previous members and seek out new members by determining what the Rec can offer them.

Other ideas for revenues included: corporate sponsors, a sponsor wall or engraved bricks with donors' names outside the Rec, life memberships, grants (Katie is working on this).

Katie will begin to work on a Spring/Summer Rec newsletter to be sent out as a boxholder. A survey on Rec hours, suggestions on what the Rec can offer and more will be included in the newsletter.

There was an offer to re-start synchronized swimming. Katie will assist in determining the interest and a time frame for this if there is enough interest.

At this point, Liz Holmes excused herself from the meeting.

A motion was made by Kelly, seconded by Carolyn B. to go into closed session per Wisconsin state statute 19.85 (1) (c) to discuss personnel at 8:03pm. All present unanimously approved going into closed session.

A motion was made by Carolyn B., seconded by Bill to return to open session at 8:48pm. All present unanimously approved going into open session.

A motion was made by Holly, seconded by Bill to direct Katie to establish guidelines for employee responsibilities. Motion carried.

The next monthly meeting is scheduled for Thursday, March 20, 2014 at 6:30 pm.

A motion to adjourn at 8:52pm was made by Bill, seconded by Kelly. Motion carried.

Respectfully submitted,
Carolyn Foss